

EXHIBIT F

INCREASED STAFFING AT JDU

Requests for Personnel Action.....	1-4
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EXHIBIT F



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

OFFICE OF THE GOVERNOR

OFFICE OF THE PERSONNEL MANAGEMENT

P.O. BOX 5153 CHRB, SAIPAN, MP 96950-5153

TEL. NOS.: (670) 234-6925 / 6958 / 8036

FAX NO.: (670) 234-1013

RECEIVED
FEB 13 2013
Secretary of
Finance Office

REQUEST FOR PERSONNEL ACTION

NO.: _____

DATE: 1/15/2013

OPM 01

PART I. REQUESTING OFFICE

NAME (CAPS) Last, First, Middle

EMPLOYEE NO.

SOCIAL SECURITY NO.

BIRTHDATE

BACKMAN, Leeland E.

PERSONNEL ACTION REQUESTED

AUTHORITY:

PROPOSED EFFECTIVE DATE

PROBATIONARY APPOINTMENT

02/04/13 4/8/13

FROM POSITION TITLE:

Juvenile Corrections Worker I

PL/STEP:

14/03

OCCUPATION CLASS CODE:

2165

BI-WEEKLY:

\$ 455.46

DUTY STATION:

SAIPAN

PER ANNUM:

\$ 11,841.97

DIVISION:

Juvenile Detention Unit

DIFFERENTIAL:

DEPARTMENT:

DEPARTMENT OF CORRECTIONS

FLSA: EXEMPT / COVERED

TO POSITION TITLE:

PL/STEP:

OCCUPATION CLASS CODE:

BI-WEEKLY:

DUTY STATION:

PER ANNUM:

DIVISION:

DIFFERENTIAL:

DEPARTMENT:

FLSA: EXEMPT / COVERED

REQUESTED BY: Gregory F. Castro

TITLE: Director

DATE: 1/15/13

REQUEST

APPROVED BY: Ramon C. Mamas

TITLE: Commissioner

DATE: 1/15/13

REMARKS BY REQUESTING OFFICE:

CONTACT PERSON:

Julene P. Santos

TEL. NO. 237-2704

Limes, Vincent

Limes, Viri

L134000, Ederman

Approved By: Benigno R. Fitial, Governor

29 JAN 2013

FUNDING
ACCT. No.:

APPROVED BY: Vicky C. Villagomez

2/6/13

Larrisa A. Larson

SA-OMB

DATE:

SEC. FINANCE

DATE

PIDA 2165008

PERSONNEL OFFICE USE ONLY

POSITION OCCUPIED BY:

☐ CIVIL SERVICE☐ EXCEPTED SERVICE

VICE:

☐ RECOMMENDED☐ NOT RECOMMENDED

REASON:

CLEARANCES

INITIALS

DATE

C&C

EDS

EER

CHIEF, CLASSIFICATION & COMPENSATION

DATE

☐ APPROVED☐ DISAPPROVED

REASON:

EXH F 000001 to K. Seman

DIRECTOR OF PERSONNEL

DATE



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
OFFICE OF THE GOVERNOR
OFFICE OF THE PERSONNEL MANAGEMENT
P.O. BOX 5153 CHRE, SAIPAN, MP 96950-5153
TEL. NOS. (670) 234-6925 / 6958 / 8036
FAX NO. (670) 234-1013

Secretary of
Finance Office

REQUEST FOR PERSONNEL ACTION

NO.: _____

DATE: 1/15/2013

OPM 01

PART I. REQUESTING OFFICE

NAME (CAPS) Last, First, Middle

EMPLOYEE NO.

SOCIAL SECURITY NO.

BIRTHDATE

IGUEL, Matthew O.

PERSONNEL ACTION REQUESTED

AUTHORITY:

PROPOSED EFFECTIVE DATE

PROBATIONARY APPOINTMENT

02/04/13 4/8/13

FROM POSITION TITLE: **Juvenile Corrections Worker I**
OCCUPATION CLASS CODE: **2165**
DUTY STATION: **SAIPAN**
DIVISION: **Juvenile Detention Unit**
DEPARTMENT: **DEPARTMENT OF CORRECTIONS**

PL/STEP: **14/03**
BI-WEEKLY: **\$ 455.46**
PER ANNUM: **\$ 11,841.97**
DIFFERENTIAL:
FLSA: EXEMPT / COVERED

TO POSITION TITLE:

OCCUPATION CLASS CODE:
DUTY STATION:
DIVISION:
DEPARTMENT:

PL/STEP:
BI-WEEKLY:
PER ANNUM:
DIFFERENTIAL:
FLSA: EXEMPT / COVERED

REQUESTED BY: Gregory F. Castro
TITLE: **Director**

1/15/13
DATE:

REQUEST APPROVED BY: Ramon C. Matias
TITLE: **Commissioner**

17 Jan '13
DATE:

REMARKS BY REQUESTING OFFICE:

CONTACT PERSON: Julene P. Santos TEL. NO. 237-2704

Approved By: Benigno R. Fitial, Governor

29 JAN 2013

FUNDING
ACCT. No.:

APPROVED BY: Vicky C. Villagomez

Larrisa A. Larson

SA-OMB

DATE:

SEC. FINANCE

DATE

PIDA 2165010

PERSONNEL OFFICE USE ONLY

POSITION OCCUPIED BY:

☐ CIVIL SERVICE ☐ EXCEPTED SERVICE

VICE: _____

CLEARANCES INITIALS DATE

C&C

EDS

EER

☐ RECOMMENDED ☐ NOT RECOMMENDED

REASON: _____

CHIEF, CLASSIFICATION & COMPENSATION

DATE

☐ APPROVED ☐ DISAPPROVED

REASON: _____

EXH F 000002

Isidro K. Seman

DIRECTOR OF PERSONNEL

DATE

EXHIBIT F



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

OFFICE OF THE GOVERNOR

OFFICE OF THE PERSONNEL MANAGEMENT

P.O. BOX 5153 CHRB, SAIPAN, MP 96950-5153

TEL. NOS.: (670) 234-6925 / 6958 / 8036

FAX NO.: (670) 234-1013

 RECEIVED
 FEB 13 2013
 Secretary of
 Finance Office

REQUEST FOR PERSONNEL ACTION

NO.: _____

DATE: 1/15/2013

OPM 01

PART I. REQUESTING OFFICE

NAME (CAPS) Last, First, Middle

SANTOS, Sheelane S.

EMPLOYEE NO. _____

SOCIAL SECURITY NO. _____

BIRTHDATE _____

PERSONNEL ACTION REQUESTED

AUTHORITY: _____

PROPOSED EFFECTIVE DATE

Change of Status: From Limited Term Appt. to Probationary Appt.

02/04/13 4/8/13

FROM POSITION TITLE:

Juvenile Corrections Worker I

PL/STEP:

14/03

OCCUPATION CLASS CODE:

2165

BI-WEEKLY:

\$ 455.46

DUTY STATION:

SAIPAN

PER ANNUM:

\$ 11,841.97

DIVISION:

Juvenile Detention Unit

DIFFERENTIAL:

DEPARTMENT:

DEPARTMENT OF CORRECTIONS

FLSA: EXEMPT / COVERED

TO POSITION TITLE:

PL/STEP:

OCCUPATION CLASS CODE:

BI-WEEKLY:

DUTY STATION:

PER ANNUM:

DIVISION:

DIFFERENTIAL:

DEPARTMENT:

FLSA: EXEMPT / COVERED

REQUESTED BY: Gregory F. CastroTITLE: DirectorDATE: 1/15/13

REQUEST

APPROVED BY: Ramon C. MalinasTITLE: CommissionerDATE: 17 Jan 13

REMARKS BY REQUESTING OFFICE:

CONTACT PERSON:

Julene P. Santos TEL. NO. 237-2704

Approved By: Benigno R. Fitial, Governor

29 JAN 2013

FUNDING
ACCT No.: _____APPROVED BY: Vicky C. VillagomezLarrisa A. Larson

SA-OMB

DATE: _____

SEC. FINANCE

DATE _____

PID# 2165002

PERSONNEL OFFICE USE ONLY

POSITION OCCUPIED BY: 2165003☐ CIVIL SERVICE☐ EXCEPTED SERVICE☐ RECOMMENDED☐ NOT RECOMMENDED

REASON: _____

VICE: _____

CHIEF, CLASSIFICATION & COMPENSATION

DATE _____

CLEARANCES

INITIALS

DATE

C&C

EDS

EER

☐ APPROVED☐ DISAPPROVED

REASON: _____

EXH F 000003 K. Seman

DIRECTOR OF PERSONNEL

DATE _____

EXHIBIT F

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

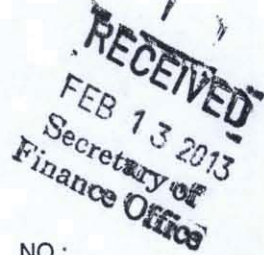
OFFICE OF THE GOVERNOR

OFFICE OF THE PERSONNEL MANAGEMENT

P.O. BOX 5153 CHRB, SAIPAN, MP 96950-5153

TEL. NOS.: (670) 234-6925 / 6958 / 8036

FAX NO.: (670) 234-1013



REQUEST FOR PERSONNEL ACTION

NO.: _____

DATE: 1/15/2013

OPM 01

PART I. REQUESTING OFFICE

NAME (CAPS) Last, First, Middle

EMPLOYEE NO.

SOCIAL SECURITY NO.

BIRTHDATE

TEREGEYO, Sylvan Lisua

PERSONNEL ACTION REQUESTED

AUTHORITY:

PROPOSED EFFECTIVE DATE

PROBATIONARY APPOINTMENT

02/04/13 4/8/13 P.I.

FROM POSITION TITLE:

Juvenile Corrections Worker I

PL/STEP:

14/03

OCCUPATION CLASS CODE:

2165

BI-WEEKLY:

\$ 455.46

DUTY STATION:

SAIPAN

PER ANNUM:

\$ 11,841.97

DIVISION:

Juvenile Detention Unit

DIFFERENTIAL:

DEPARTMENT:

DEPARTMENT OF CORRECTIONS

FLSA: EXEMPT / COVERED

TO POSITION TITLE:

PL/STEP:

OCCUPATION CLASS CODE:

BI-WEEKLY:

DUTY STATION:

PER ANNUM:

DIVISION:

DIFFERENTIAL:

DEPARTMENT:

FLSA: EXEMPT / COVERED

REQUESTED BY: *off Castro* Gregory F. Castro

1/15/13

TITLE: Director

DATE:

REQUEST APPROVED BY:

Ramon C. Mainas

TITLE: Commissioner

DATE: 17 Jan 13

REMARKS BY REQUESTING OFFICE:

CONTACT PERSON:

Julene P. Santos TEL. NO. 237-2704

Approved By: Benigno R. Fitial, Governor

29 JAN 2013

FUNDING
ACCT. No:APPROVED BY: *Vicky C. Villagomez*

Larrisa A. Larson

SA-OMB

DATE:

SEC. FINANCE

DATE

PERSONNEL OFFICE USE ONLY

POSITION OCCUPIED BY:

☐ RECOMMENDED☐ NOT RECOMMENDED☐ CIVIL SERVICE☐ EXCEPTED SERVICE

REASON: _____

VICE: _____

CHIEF, CLASSIFICATION & COMPENSATION

DATE

CLEARANCES

INITIALS

DATE

C&C

EDS

EER

☐ APPROVED☐ DISAPPROVED

REASON: _____

EXH F 000004

Isidro K. Seman

DIRECTOR OF PERSONNEL

DATE